

-- AGENDA --

SPECIAL MEETING OF THE WEST BRANCH CITY COUNCIL TO BE HELD IN PERSON AND
VIRTUALLY AT WEST BRANCH CITY HALL, 121 N. FOURTH ST. ON MONDAY,
MAY 24, 2021, BEGINNING AT 6:00 P.M.

PLEASE NOTE: All guests and parties in attendance are asked to sign in if they will be making any comments during meetings, so that the City Clerk may properly record your name in the minutes. Public comments are limited to 3 minutes in length while matters from the floor are limited to 10 minutes. All in attendance are asked to silence all cell phones and other electronic devices. Accommodations are available upon request to those who require alternately formatted materials or auxiliary aids to ensure effective communication and access to City meetings or hearings. All request for accommodations should be made with as much advance notice as possible, typically at least 10 business days in advance by contacting City Clerk Amanda Stang at (989) 345-0500. [DISCLAIMER: Views or opinions expressed by City Council Members or employees during meetings are those of the individuals speaking and do not represent the views or opinions of the City Council or the City as a whole.] [NOTICE: Audio and/or video may be recorded at public meetings of the City Council.]

- I. Call to order
- II. Roll call
- III. Pledge of Allegiance
- IV. Public hearing
- V. Additions to the agenda
- VI. Public comment on agenda items only (limited to 3 minutes)
- VII. New business
 - A. Appointment of new Council Member
 - B. Resolution 21-15 Topsy Bear Sidewalk café
 - C. Resolution 21-16 – CDBG grant
- VIII. Reports and/or comments
 - A. Mayor
 - B. Council
 - C. Manager
- IX. Public comment any topic
- X. Adjournment

UPCOMING MEETINGS-EVENTS

May 25-DDA Meeting 12 Noon

May 31-Memorial Day-City Hall Closed

May 31 Special meeting

In response to the COVID -19 pandemic, City Council meetings will be held in person but still broadcasted virtually. Unvaccinated members of the public may attend with social distancing and facemask requirements. Vaccinated members may attend in person without masks restrictions as per the latest State update.

RESOLUTION #21-15

WHEREAS, the City of West Branch does allow for sidewalk cafes as per section 7.20 of the zoning ordinance, and

WHEREAS, any sidewalk café request from a business located off of Houghton Ave. must file a permit with MDOT, and

WHEREAS, a requirement to approval by MDOT requires a resolution of support from the local City Council, and

WHEREAS, upon approval by MDOT, it is the responsibility of the City to monitor the requirements of the permit, and

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council does hereby approve the sidewalk café permit for the Typsy Bear Bistro for the 2021 calendar season

RESOLUTION 21-16

WHEREAS, the Michigan Strategic Fund has invited Units of General Local Government to apply for its Water-Related Infrastructure (WRI) Competitive Funding Round; and

WHEREAS, the City of West Branch desires to request \$2,000,000 in CDBG funds to construct a water treatment plant and replace again water line infrastructure under Houghton Ave.; and

WHEREAS, the City of West Branch commits local funds from its water, water replacement, general fund, and USDA loan in the amount of \$1,150,000; and

WHEREAS, the proposed project is consistent with the local Community Development Plan as described in the Application; and

WHEREAS, the proposed project will benefit all residents of the project area and 59.91 percent of the residents of the City of West Branch are low/mod as approved by the Michigan Economic Development Corporation; and

WHEREAS, local funds and any other funds to be invested in the project have not been obligated/incurred and will not be obligated/incurred prior to a formal grant award, completion of the environmental review procedures and a formal written authorization to obligate/incur costs from the Michigan Economic Development Corporation.

NOW, THEREFORE, BE IT RESOLVED that the City of West Branch hereby designates the City Manager as the Environmental Review Certifying Officer, the person authorized to certify the Michigan CDBG Application, the person authorized to sign the Grant Agreement and payment requests, and the person authorized to execute any additional documents required to carry out and complete the grant.

**CITY OF WEST BRANCH
CITY COUNCIL SPECIAL
MEETING
MAY 24, 2021**

PLEASE TAKE NOTICE that the West Branch City Council meeting scheduled for Monday, May 24, 2021 starting at 6:00 pm will be conducted virtually (online and/or by phone), due to health concerns surrounding Coronavirus/COVID-19 pandemic.

Public comment will be handled by the "Raise Hand" method as instructed below within Participant Controls.

To comply with the Americans with Disabilities Act (ADA), any citizen requesting accommodation to attend this meeting, and/or to obtain this notice in alternate formats, please contact the City Clerk by phone at (989) 345-0500 from 8:00 am-4:30 pm Monday- Friday or by email at clerk@westbranch.com, at least five business days prior to the meeting.

Zoom Instructions for Participants

To join the conference by phone:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID number** (also provided below) when prompted using your touch-tone (DTMF) keypad.

Before a videoconference:

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. Details, phone numbers, and links to videoconference or conference call is provided below. The details include a link to "**Join via computer**" as well as phone numbers for a conference call option. It will also include the 9-digit Meeting ID.

To join the videoconference:

2. At the start time of your meeting, enter the link to **join via computer**. You may be instructed to download the Zoom application.
3. You have an opportunity to test your audio at this point by clicking on "Test Computer Audio." Once you are satisfied that your audio works, click on "Join audio by computer."

You may also join a meeting without the link by going to join.zoom.us on any browser and entering the Meeting ID provided below.

If you are having trouble hearing the meeting, you can join via telephone while remaining on the video conference:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID number** (also provided below) when prompted using your touch-tone (DTMF) keypad.

3. If you have already joined the meeting via computer, you will have the option to enter your 2-digit participant ID to be associated with your computer.

Participant controls in the lower left corner of the Zoom screen:



Using the icons in the lower left corner of the Zoom screen, you can:

- Mute/Unmute your microphone (far left)
- Turn on/off camera ("Start/Stop Video")
- Invite other participants
- View Participant list – opens a pop-out screen that includes a "Raise Hand" icon that you may use to raise a virtual hand during Call to the Public
- Change your screen name that is seen in the participant list and video window
- Share your screen

Somewhere (usually upper right corner on your computer screen) on your Zoom screen you will also see a choice to toggle between "speaker" and "gallery" view. "Speaker view" shows the active speaker. "Gallery view" tiles all of the meeting participants.

Meeting Information:

The City of West Branch is inviting you to a scheduled Zoom meeting.

Topic: City Council Special Meeting

Time: May 24, 2021 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87548397120?pwd=SkJPd092YWtTWfVmc3o1ZVMrM2lvZz09>

Meeting ID: 875 4839 7120

Passcode: 749423

One tap mobile

+13017158592,,87548397120#,,,,*749423# US (Washington DC)

+13126266799,,87548397120#,,,,*749423# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

Meeting ID: 875 4839 7120

Passcode: 749423

Find your local number: <https://us02web.zoom.us/j/87548397120?pwd=SkJPd092YWtTWfVmc3o1ZVMrM2lvZz09>

If you wish to speak with any of our council members, please reach out via their email addresses below or you may call City Hall @ (989) 345-0500 to leave a message for them.

CITY COUNCIL MEMBERS

Mayor Paul Frechette – frechettewbmayor@westbranch.com

Mike Jackson -- jacksonwbcouncil@westbranch.com

Joanne Bennett --- bennettwbcouncil@westbranch.com

Ellen Pugh --- pughwbcouncil@westbranch.com

Chris Powley -- powleywbcouncil@westbranch.com

Cathy Zimmerman – zimmermanwbcouncil@westbranch.com

And as always, minutes of all Council Meetings can be found on our website at www.westbranch.com, under the Government Tab.